

D-R-A-F-T

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, December 14, 2009 at 10:00 a.m.

Stillwater County Annex Planning Department, 809 E 4th Avenue N, Suite C

MEMBERS PRESENT: Waymoth "Fitz" Fitzgerald (President), Willard Moore (Vice-President), Alan Drain, and Joe Morse.

MEMBERS NOT PRESENT: Roger Johnston

OTHERS: Maureen Davey, BOCC Representative; Gary Woltermann, Columbus Mayor.

GUESTS: Travis Eickman, Morrison-Maierle.

STAFF: Forrest Mandeville and Marissa Plumb.

I. CALL TO ORDER: Chairman Fitzgerald called the meeting order at 10:03 a.m..

II. MINUTES OF LAST MEETING: Alan made the motion that the minutes from the November 16, 2009 meeting be approved. Willard seconded; with all in favor, motion carried.

III. NEW BUSINESS:

A. Airport Manager Compensation. The Board discussed the possibility of a compensated manager position. The consensus of the Board was there aren't enough funds to support a full-time position. If there were a compensated position it would only be on an as needed basis. Currently there aren't any revenue generating hangers or funding available to support a paid position.

B. Salvage Disposal. Travis informed the Board that there is chain link and posts from the old airport fence that can be salvaged. The Board thought the best thing to do with the old material is to inventory all items and then advertise in the paper that the items are for sale. The money raised from the sale of the items will be placed into the airport fund. Alan offered to inventory all of the salvaged items. Willard motioned to have the salvaged fence items inventoried and valued to be sold with all proceeds being placed into the airport fund. Joe seconded; with all in favor; motioned carried.

IV. UNFINISHED BUSINESS:

A. Grant and Loan Application. Travis reported that in the grant and loan application the estimated total amount of funds available for 2010's projects is \$590,000. For potential 2010 projects, Travis estimates pavement maintenance to cost about \$130,000, Snow removal equipment (SRE) to cost about \$165,000, and an SRE storage building to cost about \$175,000. The estimates are probably a little high, as it is better to get money and not need it, than to ask for not enough money. The pavement maintenance will include crack sealing, fog

sealing, and stripping. Travis provided the Board with pictures of snow plows that have been purchased by airports that are comparable to the Columbus Airport. Refer to the attached pictures. Fitz asked if it is possible to purchase a used snow plow instead of a new one. Travis informed the Board that the FAA will not fund used equipment. The reasoning behind that is the FAA believes in funding new equipment that will last much longer than used equipment.

Also included in Travis' handout are two examples of SRE buildings located at the Hamilton airport and the Three Forks airport. Building costs for a SRE building is between \$61 to \$85 per square foot. Travis will email Forrest a detailed list of options that are included in the estimate. Alan asked whether the FAA required the snow removal equipment purchased before a SRE building is built. Travis answered that the FAA doesn't care if you buy the plow first and then build the SRE building; the only stipulation is that one must closely follow the other. Alan requested the order of which items should be done is the pavement maintenance, then the purchase of the plow, and followed by the SRE building. Willard motioned to proceed with the order Alan gave. Joe seconded; with all in favor, motioned carried. Travis will prepare a detailed estimate for the FAA meeting in January. Board members will get to look it over at the next Airport Planning Board meeting before it goes to Helena for approval.

Another important issue is that of locating the SRE building. The Town owns some land adjacent to the airport and plans to eventually build new Public Works buildings on the site. Building the SRE building on this site would be beneficial to the airport, as no potential hangar spaced would be used. Travis didn't know if the FAA would be amiable to building the SRE building off of Airport grounds, but would look into it.

B. Fence Project Update. Travis reported that the fence project will be completed soon. Refer to the attach letter from Morrison Maierle for the items noticed at the walk-through that still need to be completed or rechecked. Gary signed the second-to-last pay request for the contractors. Fitz and Gary mentioned that there were deer that have found their way into the airport grounds after the new fence was installed. Travis replied by they are most likely getting in through the gates. The gates still need to be fixed so there is only a two inch opening between posts even if pressure is applied. The gate issue is included in the letter that is attached. Travis also made mention of the fact that 3rd Avenue South is not a dedicated right-of-way east of the Stillwater Golf Course. This is not a major issue at this point, as both sides of the road are Town owned so nothing is to be done at this time.

V. FINANCE REPORT: Joe reported that the balance in the account is \$54,941. The balance will drop to around \$3,000 December 15 because the pay request to the contractors will be paid.

VI. MANAGER'S REPORT: Allen was not in attendance to give the manager's report.

VII. OTHER:

A. Fitz. Chairman Fitz informed the Board that he would like to leave the Airport Board before his term expires in January 2011. He will be actively looking for a replacement, and asked the Board to be on the lookout for anyone who would be interested in taking his spot on the Board.

VIII. ADJOURN MEETING: With no more business to discuss, Fitz adjourns the meeting at 11:08 a.m..

Next Airport Planning Board meeting is Monday, January 11, 2010 at 10 a.m. at the Stillwater County Annex-Planning Department.

Marissa Plumb
Administrative Assistant